

SCHOOL DISTRICT	COUNTY	APPLICATION NUMBER
PROJECT NAME	TYPE OF APPLICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> SELF-CERTIFIED	

All documents must have original signatures.

GENERAL INSTRUCTIONS

This form must be completed for Phase III approval. Applicants using the standard application procedure complete Parts A, C, E and F. Applicants using the self-certifying application procedure complete Parts B, C, D, E and G.

The applicant district is to complete each task referenced on this Checklist and enter any information requested in the spaces provided. If an answer is “zero” or “not applicable,” so state. Once completed and the information is certified by the District Representative or the Governing Board, as applicable, the Checklist is forwarded, with necessary attachments, to the

Office of Public School Construction for review and scheduling on a State Allocation Board (SAB) agenda.

**IMPORTANT:** Be advised that documentary which supports certifications must be retained by a self-certifying district and is subject to audit as provided in Education Code Section 17706 and following. A district certifying information containing any material inaccuracy with respect to Lease-Purchase Program requirements shall be subject to the penalties set forth in Education Code Section 17741.2 and Government Code Section 12650 and following.

PART A: PHASE III DOCUMENTATION

(Standard New Construction and Reconstruction Applications only)

☐ **Enrollment Certification** (see Applicant Handbook pages 3-A-5 through 3-A-7). Attach Form SAB 411B, if not already on file for the current fiscal year.

(Standard New Construction, Reconstruction, and Modernization Applications)

☐ **California Department of Education (CDE) final approval of plans and specifications** (see Applicant Handbook page 3-D-4). Attach copy of approval letter from the CDE, or forward as soon as available. The CDE’s approval of the final plans must be made prior to the SAB’s bid approval.

PART B: PHASE III CERTIFICATIONS (Self-Certified Applications only)

☐ **Compliance with State Allocation Board Standards for Building Cost and Area** (see SAB Implementation of AB 1603, August 26, 1992). Attach the Plans and Specifications Inventory, Form SAB 75.

☐ **ADA Projection** (see Applicant Handbook pages 3-A-5 through 3-A-7 and SAB Implementation of AB 1603, August 26, 1992). Attach Form SAB 411 or Form 411B, as applicable. For New Construction and Reconstruction applications only.

☐ **Description of Project:**  
Area of new permanent construction: \_\_\_\_\_ sq. ft.  
Area of new relocatable construction: \_\_\_\_\_ sq. ft.  
Area to be constructed beyond eligible area pursuant to Education Code Section 17740.1(a): \_\_\_\_\_ sq. ft.  
Permanent Facilities:  
\_\_\_\_\_  
\_\_\_\_\_

Relocatable Facilities \*:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Acreage to be acquired: \_\_\_\_\_ acres (see SAB Implementation of AB 1603, August 26, 1992).

\* If the district is requesting a reduction in the relocatable requirement, attach a formal request with a statement which includes the circumstances justifying the request, the number or relocatables, and the area of those relocatables (see Applicant Handbook page 3-A-44).

☐ **Funding Priority** (see SAB Implementation of AB 1603, August 26, 1992; Implementation of AB 87, December 4, 1991; and Amendment to the Substantial Enrollment Policy, May 27, 1992). This project qualifies for Priority Level \_\_\_\_\_. Attach resolution(s), if not previously submitted.

**PART C: PHASE III DOCUMENTATION** *(All Applications)*

- ☐ **Updated District Financial Plan** (see Applicant Handbook Appendix 2 and Appendix 3-2 and 3-3). Attach Form SAB 520, District Financial Plan. For 50/50 and self-certified applications only.
- ☐ **Certification of Changes in Facilities** (see Applicant Handbook pages 3-A-10 through 3-A-27 and 3-A-46 through 3-A-51). Changes in the District’s facilities since the date of the most recent approved Justification Document, Form SAB 500, must be reported to the SAB. Report changes in the ownership, use, or inventory of property, as required, on a revised letter certification of District-owned site acreages, and an updated Form SAB 526 for the District. Attach.
- ☐ **Annual Certification of Available Rents**, as required. Attach Form SAB 504A, if not previously submitted for this fiscal year.
- ☐ **Resolution to change Authorized Signatory** (see Applicant Handbook page 2-6). Attach Form SAB 508A, if applicable.
- ☐ **Certification of Ownership of Site** (see Applicant Handbook page 3-B-12). Attach Form SAB 509 and Policy of Title Insurance if all or part of site is purchased as part of this application, as applicable and if not previously submitted.
- ☐ **Final Construction Plans and Specifications** Approved by the Office of the State Architect are attached (see Applicant Handbook pages 3-C-15 and 3-C-16).
- ☐ **Updated Estimate of Project Cost Detail and Summary**, Forms SAB 506A & B or Forms SAB 706A & B, attached (see Applicant Handbook page 3-C-14).
- ☐ **Certification of Changes to Final Plans and Specifications**, Form SAB 390 attached (see Applicant Handbook page 3-C-17).
- ☐ **Board resolution certifying that remediation of any hazardous substances**, as included in the historical investigations or hazardous materials report, has been completed and that the site is ready for construction. Attach.

**PART D: PHASE III CERTIFICATION - CALIFORNIA DEPARTMENT OF EDUCATION** *(Self-Certified Applications only)*

The following certification has been or will be sent to the California Department of Education, School Facilities Planning Division prior to the SAB’s Bid approval:

- ☐ Compliance with California Department of Education standards for educational appropriateness and safety of design of school buildings (see SAB Implementation of AB 1603, August 26, 1992; and California Code of Regulations, Title 5).

**PART E: PHASE III DOCUMENTATION - WAIVER AND REVIEW COMMITTEE** *(All Applications)*

The following documentation has been sent to the Waiver and Review Committee, c/o California Department of Education, School Facilities Planning Division:

- ☐ Annual update of the **Substantial Enrollment Requirement Worksheet**, Form CDE/SFPD 1603-01, if the District is requesting priority funding based on this criterion.


**PART F: CERTIFICATION** *(Standard Applications only)*

I certify that this form and its supporting documents properly set forth the request of the District for funding under Chapter 22, Part 10, of the Education Code, and that the information contained herein is true and accurate to the best of my knowledge and belief. In making this certification, I am aware of Section 12650 and following of the Government Code which provides for the imposition of treble damages for making false claims against the State.

SIGNATURE OF DISTRICT REPRESENTATIVE	DATE
	

**PART G: CERTIFICATION** *(Self-Certified Applications only)*

We certify that the Governing Board has reviewed this form and supporting documents, that the contents properly set forth the request of the District for funding under Chapter 22, Part 10, of the Education Code, and that the information contained herein is true and accurate to the best of our knowledge and belief. In making this certification, we are aware of Section 17741.2 of the Education Code and Section 12650 and following of the Government Code which provide for penalties when material inaccuracies are found including the imposition of treble damages for making false claims against the State. Submission of this form was authorized by Board action on \_\_\_\_\_ , 19\_\_\_\_ .

SIGNATURE OF PRESIDENT/CHAIRPERSON	TITLE	DATE
		
SIGNATURE OF SECRETARY/CLERK	TITLE	DATE
